

January 26, 2004

Dear Parade Applicant:

Enclosed please find the City of Fairfax Independence Day parade application, rules and regulations. Please follow these instructions to complete the parade application form. The deadline to return the parade application is April 16th. **The City of Fairfax Independence Day Celebration will be held on Saturday, July 3, 2004.**

Step 1 – Fill in the appropriate information.

Step 2 - Participant Categories - please mark the correct units within your group that will be marching in the parade. No limit to the number selected.

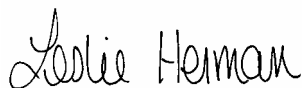
Step 2A – Non-Judged Categories – if none of the categories in Step 2 match the unit(s) you are entering in the parade, chances are your group is considered a non-judged category (dignitary, beauty queen or operative fire & rescue apparatus). Please mark the correct entry. Proceed to Step 4.

Step 3 – Judging Categories – Choose one category to be judged from the ones you selected in the participant categories. If you selected five or more participant categories from Step 2, you may choose two categories in which to be judged.

Step 4 – Please take the time to complete the detailed group/organization information on the reverse side of the application. This information will be used by the Parade MC to announce your group as you pass the dignitary platform and by the Parade Television Announcers.

Thank you for your cooperation. If you have any questions, please do not hesitate to contact me at 703/385-7949 (email lherman@fairfaxva.gov) or Kathy Lewis at 703/293-7119 (email klewis@fairfaxva.gov).

Sincerely,



Leslie Herman
Special Events Coordinator

enclosures

RULES AND REGULATIONS

All participants in the parade will adhere to the following rules and regulations. Failure to do so will result in disqualification from competition in any of the parade categories and future parades.

**PARADE WILL BE HELD RAIN OR SHINE,
SATURDAY, JULY 3, 2004, 10 A.M.**

1. All participants must complete unit description on reverse of entry form to aid selection process.
2. All entries are subject to final approval by the parade committee.
APPLICATION DEADLINE: 4/16/04
3. All parade entries must be in good taste and contribute to the parade theme, which this year is:
"Forever The Eagle Soars High".
4. **Groups with children under six (6) years of age must have decorated vehicle available for children to ride.**
5. **NEW THIS YEAR: The Massey Building parking lots will be under construction therefore line-up will not be held in the same location as year's past. The relocation for line-up is being finalized. Detailed line-up information will be included in the confirmation package that you will receive in May.**
6. All units must keep moving and in the line of march at all times. Units **must not** stop for more than 30 seconds to perform in front of the reviewing stand.

Intentional delay or **stopping will not be allowed** prior to the reviewing stand area at the end of the parade.
7.
 - a. Parade participants must not, under any circumstances, throw or eject anything to spectators from parade units.
 - b. Parade units may have individual(s) walk alongside a parade unit and distribute candy, flags, coupons, or merchandise to spectators along the route as long as they are adjacent to the spectators and do not have to throw the items. **NO POLITICAL LITERATURE OR BALLOONS WILL BE INCLUDED IN THE ITEMS THAT CAN BE DISTRIBUTED.**
8. All floats or vehicles require decoration and should contribute to the theme of the parade.
9. ALL equestrian units are required to provide adequate clean-up detail(s).
10. Fire and Police vehicles are prohibited from blowing their sirens anywhere along the parade route.

Fire Units must be taken out of service during the parade.

AWARDS GIVEN

- * MAYOR'S AWARDS
- * IDCC AWARD
- * BEST NEW PARADE UNIT
- * JUDGED CATEGORIES, 1, 2, 3 places
- * HONORABLE MENTIONS

Awards & Honorable Mentions will be mailed to winners after the parade. The Mayor's and IDCC awards will be given at the evening show at Fairfax High School, 3500 Old Lee Highway, Fairfax, VA.

Judges forms are not made available to parade participants.

Thank you for your cooperation.

REGISTRATION DEADLINE IS 4/16/04 (PLEASE FOLLOW THE STEPS TO COMPLETION)

CITY OF FAIRFAX
INDEPENDENCE DAY PARADE APPLICATION FORM
Parade held: SATURDAY, JULY 3, 2004
THEME: Forever The Eagle Soars High

Application acceptance is based on entertainment & variety. Photographs are encouraged. Applicants will be notified of entry status in early May, 2004. Questions? Call 703/385-7949 or 703/293-7119 or via e-mail to lherman@fairfaxva.gov or klewis@fairfaxva.gov

STEP 1 (please print or type the following information)

NAME OF GROUP: _____

CONTACT: _____

MAILING ADDRESS: _____
(Street) (City/State) (Zip)

TELEPHONE: (Home) _____ (Work) _____

E-MAIL ADDRESS: _____

NUMBER OF INDIVIDUALS IN GROUP: _____ (Children under 6 yrs. must have accompanying vehicle)

NUMBER OF VEHICLES GOING THROUGH PARADE: _____

NUMBER OF VEHICLE PASSES NEEDED: _____ (all vehicles going through parade route **MUST** have pass)

IF PLAYING/PERFORMING MUSIC, WILL IT BE AMPLIFIED? _____YES _____NO

FLOAT WORKSHOP: Are you/your organization interested in attending a float building workshop in Spring? YES___ NO ___

FEES (Compensation for participation in parade) REQUESTED: \$_____

☐ FIRST TIME IN PARADE

STEP 2

PARTICIPANT CATEGORIES
(check all that are appropriate)

☐ Antique Vehicle/Antique Fire Apparatus
(Make, Model & Year _____)
☐ Clowns
☐ Color Guard
☐ Drill Team
☐ Drum Corps/Drum & Bugle Corps/Fife & Drum/
Bag Pipe
☐ Equestrian
☐ Float
☐ Marching Band (Professional)
☐ Marching Band (Schools/Community)
☐ Marching Unit/Adult
☐ Marching Unit/Youth
☐ Musical Group
☐ Novelty
☐ Scouts (Boys & Girls)
☐ Vocal Group

STEP 3

JUDGING CATEGORY
(check ONLY ONE category UNLESS you have 5
or more participant categories then select 2 judging
categories)

☐ Antique Vehicle/Antique Fire Apparatus
(Make, Model & Year _____)
☐ Clowns
☐ Color Guard
☐ Drill Team
☐ Drum Corps/Drum & Bugle Corps/Fife & Drum/
Bag Pipe
☐ Equestrian
☐ Float
☐ Marching Band (Professional)
☐ Marching Band (Schools/Community)
☐ Marching Unit/Adult
☐ Marching Unit/Youth
☐ Musical Group
☐ Novelty
☐ Scouts (Boys & Girls)
☐ Vocal Group

STEP 2-A (proceed to STEP 4)

NON-JUDGED CATEGORIES

☐ Dignitary (name) _____
☐ Beauty Queen (name) _____
☐ Operative Fire & Rescue Apparatus (limited to one) _____

NOTE: FIRE UNITS MUST BE OUT OF SERVICE DURING PARADE

STEP 4 - PLEASE COMPLETE INFORMATION ON REVERSE SIDE OF FORM

STEP 4

[The following information will be used by the Parade Television Announcers and the Parade MC. Please include colorful details when describing your group/organization.]

NAME OF GROUP/ORGANIZATION: _____

WHEN WAS GROUP/ORGANIZATION FORMED? _____

HOW MANY YEARS HAS GROUP/ORGANIZATION PARTICIPATED IN THIS PARADE? _____

DESCRIPTION/HISTORY OF GROUP/ORGANIZATION: _____

[illegible]

LIST OTHER EVENTS GROUP/ORGANIZATION HAS PARTICIPATED IN: _____

LIST AWARDS WON BY GROUP/ORGANIZATION: _____

RETURN COMPLETED FORM TO:
(MUST BE RECEIVED NO LATER THAN 4/16/04)

City of Fairfax Parks & Recreation
INDEPENDENCE DAY CELEBRATION, INC.
3730 Old Lee Highway
Fairfax, VA 22030
Telephone: 703/385-7949
Telephone: 703/293-7119
FAX #: 703/246-6321
e-mail: lhernan@fairfaxva.gov
e-mail: klewis@fairfaxva.gov

OFFICE USE ONLY

APPLICATION RECEIVED DATE: _____

ENTERED: _____

JUDGING CATEGORY: _____

UNIT NUMBER: _____

JUDGING CATEGORY: _____

UNIT NUMBER: _____